

**MIDDLEFIELD BOARD OF FINANCE**  
**405 Main Street**  
**Middlefield, Connecticut 06455**

Minutes of the Thursday, June 8, 2023 Regular BOF Meeting

405 Main St #2, Middlefield, CT 06455

Attendance:

Members		Others	
X	Skelps, Michael	X	Al Rusilowicz, Outgoing Finance Director
X	Kowal, Melissa	X	Beth Moncata, Incoming Finance Director
X	Lowry, David		
X	Boyle, Kevin		
X	Matterazzo, Lee		
X	Wolak, Mary		

A=Absent  
X=Present

This meeting is held via in person. Michael Skelps called the meeting to order at 7:05 pm.

The Pledge of Allegiance was recited.

Approval of Agenda: Dave made the motion to approve, Lee Seconded. Motion carried unanimously.

Minutes from last BOF meeting (June 8, Special meeting) were reviewed. Dave made the motion to approve the minutes as submitted. Kevin Seconded. Motion carried unanimously, with the exception of Melissa abstaining.

Mike welcomed the incoming Finance Director, Beth Moncata, to the town government. Al Rusilowicz discussed the transition and said that he was confident Beth was ready to take over. Beth is familiar with nearly all town systems, with the exception of the accounting system, which was still under review. Al said he would continue to facilitate the transition as needed, even after his last day of official employment.

Accufund is the accounting system, which only one other town in CT currently uses. The cost of transitioning to another system is tremendous, so the town plans to stick with Accufund as it "works fine". Kevin asked how long the software would be supported. Al said the company is in business in other states, so there is no current danger of losing support. Al said that the only significant weakness in the municipal financial operations are the cash receipts which are not being handled in the most timely manner by the town Treasurer. Beth's official start date is June 20.

Mike discussed how the Board of Finance depends on the Financial Director, particularly in development of the budget and the monthly variance analysis. Al discussed the current state of the cell tower negotiations which were nearly complete with a town meeting anticipated for early August.

Chairman's report. On behalf of the board, Mike thanked Al for his service, wished him well in his future endeavors, and gave a small gift as a token of his appreciation. Al expressed his love for Middlefield and said it was difficult to leave.

Melissa made a motion to adjourn and Mary seconded. The meeting was adjourned at 7:31 PM.